



**MINUTES
CITY COUNCIL MEETING
May 19, 2020**

CALL TO ORDER

The meeting was called to order at 6:32 pm.

Present: Mayor: Charlie Miner (telephonic); Council: Deirdre Kvale (telephonic), Michelle Jerde (telephonic), Jahn Dyvik (telephonic), and Tom Skjaret (telephonic)

Staff Present: City Administrator: Scott Weske (in person); Fire Chief: James Van Eyll (telephonic); and City Clerk: Jeanette Moeller (in person)

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Miner offered the following comments and updates:

The EDA met prior to the regular City Council meeting and received updates from Ben Landhauser of Lifestyle Communities and City Administrator Weske on the status of the Virginia Avenue project. The developer is researching whether the project can qualify as a TIF district, and is exploring modifications to building design and the market for rentals. The developer will also be working on projects at the former Burger King property and near Nelson Lakeside Park, and described delays they had experienced related to COVID-19 restrictions and being unable to hold open house gatherings to attract residents.

Mayor Miner thanked the Long Lake Fire Department for setting up the May 12 American Red Cross blood drive he had participated in, and also expressed appreciation to Calvin Presbyterian Church for hosting. Another blood drive is scheduled to be held in August.

The Mayor thanked Public Works and Administrator Weske for helping with the Orono Class of 2020 banners project, and for installing banners up on both sides of County Road 112. He reflected that the banners look good and offered a way for graduates to be celebrated without a ceremony.

Metropolitan Council had recently sent out updated population estimates for communities, and Mayor Miner asked City Clerk Moeller to send Long Lake's information to the full Council. Long Lake did not experience any huge changes over the past few years, though there have been some increases in occupancy and population since the 2010 Census.

Mayor Miner had attended a Census 2020 meeting and encouraged individuals and households to respond to the 2020 Census.

The Mayor advised that COVID-19 was unfortunately impacting Memorial Day remembrances. The Hamel VFW will not be hosting in person ceremonies, but will be placing flags and white crosses in local cemeteries. The annual Memorial Day ceremony in Nelson Lakeside Park has been cancelled,

but Dave Shaughnessy will be placing the Orono Rotary "Flags for Heroes" display in the park on Memorial Day. City Clerk Moeller will be sending out information to let people know about the change in Memorial Day ceremonial observances.

APPROVE AGENDA

A motion was made by Dyvik, seconded by Jerde, to approve the Agenda as presented. Ayes: all by roll call.

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of May 5, 2020 City Council Work Session
- B. Approve Minutes of May 5, 2020 City Council Meeting
- C. Receive Minutes of April 21, 2020 Economic Development Authority Meeting
- D. Approve Vendor Claims and Payroll
- E. Adopt Resolution No. 2020-16 Accepting a Donation to the Long Lake Fire Department of Two Cases of Hand Sanitizer from 11 Wells Distillery

Mayor Miner called attention to the donation of hand sanitizer received by the Fire Department.

Regarding claims paid, Council member Kvale noted that the amount paid to Metropolitan Council seemed high for the current month. Weske explained that when reviewing 2019 and 2020 expenses during the audit process, City staff found that two months of payments from June and July 2019 were missed. Metropolitan Council had not reported the payments as being missed as well. The payments were being made on this pay run and the matter has been brought to the auditors' attention, as the audit will need to reflect that the 2019 expense was made in 2020. He added that the invoices were simply missed. Metropolitan Council only sends these invoices electronically and staff has to print them from an email for the paper run, unfortunately, emails can sometimes be missed. He confirmed that the May 2020 monthly payment has been scheduled for the June 2 Council meeting claims run, keeping it separate from the 2019 payments.

Council member Kvale also noted that consultant billings reflected there had been a lot of discussion regarding the Landings at Long Lake subdivision during March and April. She also questioned whether they had moved trees that had been incorrectly placed. Weske stated that the City Engineer and City Attorney had been involved in a number of items related to the subdivision Development Agreement and developer obligations yet to be addressed. The developer had made an application for a building permit for a second house in the development. Weske confirmed that the trees planting on the City water line had been removed some time ago when snow was still on the ground. Responding to a question by Council member Dyvik, Weske added that the developer's ability to construct four houses in the subdivision will come down in part to the MCWD and whether they will issue permits for additional homes in relation to the stormwater infrastructure that will be in place.

A motion was made by Kvale, seconded by Jerde, to approve the Consent Agenda. Ayes: all by roll call.

OPEN CORRESPONDENCE

Jennifer Bengtson, 1272 Tealwood Place (Submitted by Email) – Weske read aloud a comment submitted by a resident for review during Open Correspondence. Ms. Bengtson asked the Council to consider more fencing or no fishing signs on the open area of the lakeshore trail where the Cemetery Road meets County Road 112, across from the townhomes. She stated that people are fishing there off of the rock barrier that is meant to protect the lake and road from erosion, and

rocks are already falling into the lake. She indicated that if you take a look you can see that people fishing have created a path in the grass that leads down to the rock barrier and has made a flat path on the rock wall. She noted it would be very expensive to lose that barrier.

Council member Dyvik agreed with the resident's comments and confirmed people fishing are entering at the Cemetery Road area, walking along the steep and unsafe rip rap rock wall, and traveling towards Martha Lane. He recalled some discussion back when Council was determining what side of County Road 112 the trail should be on, and remembered there had been some concern at the time that people would try and fish the shoreline if the trail were on the lake side, though he personally had not expected to see it take place. While he is not typically a fan of signage, he would suggest signage be installed.

Council member Jerde pointed out that the area is County property, and she would suggest a fence be installed to stop people from walking on the other side of the barrier. Council member Dyvik felt people would just climb around the fence, and advocated for signage to be posted so that it may be enforced. He added that if somebody were to fall and injure themselves, the City would be named in the suit as well as the County. With a sign installed, someone can point out "hey, didn't you see that sign" while informing people they cannot go that direction. He personally has observed up to eight people fishing there at a time.

Council member Skjaret was not surprised at the news of people fishing in that location, and noted that measures could begin with putting up signage, and if more is needed, more can be done.

Mayor and Council held discussion on signage versus fencing, and whether the County would need to be involved in any installation.

A motion was made by Dyvik, seconded by Kvale, to direct staff to install signage as a deterrent to people fishing, and to contact Hennepin County.

Weske noted that signage may or may not be enforceable, but it would serve to discourage people. Council and staff discussed placement locations for signage as well as language options.

Roll call vote:

Kvale: Aye

Jerde: Nay

Dyvik: Aye

Miner: Aye

Skjaret: Aye

Motion carried.

BUSINESS ITEMS

Receive 1st Quarter 2020 Preliminary Revenues and Expenditures

Weske reported that Council members' meeting packets included reporting of the City's quarterly financial results. The cover memo showed a breakdown of how to read account numbers and departments, and attachments include reporting of cash fund balances. Weske explained that with four quarters in a year, many accounts should be around the 25% mark; however, some line items represent once a year payments that would be closer to 100% or 0%. The intent of distributing financial results is for Council to see a snapshot of where the City is at after first quarter. Weske noted that the second quarter financial results would be distributed closer to the end of that quarter,

and the intent of waiting to disseminate first quarter results until May was to allow for incorporation of audit adjustments that were made through the audit process.

Mayor Miner asked about a timeline on presentation of the audit report. Weske stated that the annual audit has to be approved by June 30, and the audit is currently scheduled for presentation and approval at the Council's next meeting.

Verbal Updates From Fire Chief / Emergency Manager

Fire Chief Van Eyll provided updates and responded to Council questions, discussing the following:

The Fire Department has continued to offer birthday driveby parades, and Police, Fire, and kids are really enjoying them. While the stay at home order has been in effect, somebody can contact the Fire Department by phone, email, or online to request a birthday driveby, and the Fire Department events coordinator officer puts out a sign up sheet and coordinates the driveby with the respective Police Department that serves the address. Vehicles meet at a central point, drive through the neighborhood with lights and sirens on, and typically kids and families are outside waiting for the parade. The drivebys have offered a good mental break for firefighters working from home, and some firefighters' children have even ridden along in the back seat.

Looking ahead, PPE supplies are doing really well. The Department did receive a donation of some face shields which will be formally accepted at the Council's next meeting. The donation came through the City of Medina, with face shields given to all the departments that serve their area.

The staff team approach recently implemented at the Fire Department was adjusted to have teams working two days on and four days off in rotation. Chief Van Eyll indicated he would report back on how the new schedule is working.

Pre-plans have been completed for local congregate care facilities. He noted that at Long Lake Assisted Living, the only positive test result so far was a staff member, which is a good thing.

The Department has submitted a grant for 'assistance to firefighters' which is supplemental to the CARES Act. This grant opportunity was previously mentioned by Council member Jerde, and it is intended to fund specific PPE requests for items like gloves, masks and such.

Earlier in the day, Chief Van Eyll and City Hall staff had met to discuss election traffic flow for the August and November elections, as well as to discuss some preparedness measures to place in the City Hall lobby to help limit contact between staff and the public as the building reopens.

Regarding whether or not to open the swimming beach, Van Eyll sought Mayor and Council member input. Mayor Miner noted that the Governor has indicated he will be announcing another update in a couple weeks. Council member Skjaret stated that Minneapolis has closed their beaches. Council member Dyvik reflected that their decision would have been related to having to hire staff and having a higher population. He added that Long Lake's beach gets used, but the City may have a population that could socially distance. Fire Chief Van Eyll clarified that he was asking about installing swim buoys and ropes, and at a minimum, there would need to be some guidance signage. Council member Skjaret stated that he believes the City has a little time before needing to make the decision, and suggested revisiting the subject at the Council's June 2 meeting.

Weske raised the issue of playgrounds, explaining that the CDC has revised their guidelines regarding the virus and hard surfaces. Council member Dyvik recalled that the reason the playgrounds were shut down is that the CDC recommended doing so, and if they've changed their

guidance on that, he believed the playgrounds could be opened. No disagreement was voiced by fellow Council members.

Mayor Miner agreed the beach issue could be tabled to the next meeting. He added that there has been a lot of chatter on the Mayors email subscriber list regarding beaches, and cities sending letters to the Governor's office asking for or stating their intent to reopen.

Chief Van Eyll reported that the Governor is expected to make an announcement tomorrow regarding bars and restaurants.

Mayor Miner thanked Van Eyll for his updates.

OTHER BUSINESS

Flower Baskets and Banners – Council member Dyvik commented that he had received an email that the flower baskets would be delivered. Weske responded that half of the baskets had been delivered today, and he anticipated more would be delivered this week. He affirmed that Public Works staff are intending to hang flower baskets by Friday in time for the Memorial Day weekend. Council member Dyvik pointed out that the high school graduating class banners are not throughout town, and noted that City staff could put up summer banners when and where it makes sense.

Landings at Long Lake, Weeds Along Berm – Council member Skjaret noted that last year, the weeds had gone crazy in the area of the Landings at Long Lake subdivision (formerly 1070 W Wayzata Boulevard). Weske replied that he would make contact to request that the developer addresses weeds in that area.

Plantings Along W Wayzata Boulevard – Council member Dyvik commented that Hoffman & McNamara had come through and replaced 10 dead trees in the landscaped corridor. He indicated that they need to come back and look at the berm along the sound wall where the lilacs and sumacs are planted as well. He stated he had also noticed trees had been planted by Old Long Lake Road and the holding pond for Phase 2 landscaping. Weske confirmed that the contractor's work is warranted and he would expect them to follow up. Weske also indicated that there had been a question of the condition of boulevard grass planted as part of the Hennepin County project, he had been in communication with Project Manager Amanda Shotton, and her recommendation to the City had been for the City to do a weed and feed followed by replanting in August. Weske pointed out that the work should be warranted, and he will be following up with Ms. Shotton to pursue the matter. Mayor Miner recalled that there had been previous mention of establishing a garden club to help maintain the corridor plantings.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:24 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk